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## APPENDIX D: INTERNATIONAL MINI-GRANTS PROGRAM

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### INTRODUCTION

The International Mini-Grants Program is a funding initiative of the National Marine Sanctuary Program (NMSP) introduced in 2006. Mini-grant funding is aimed at providing national marine sanctuaries staff with the opportunity to pursue low cost, short-term international projects that further the goals of the NMSP International Program. Mini-grant funding is not intended to be a sustained funding source for international projects, but rather on a project-project short term basis.

International mini-grant funding is distributed only to national marine sanctuaries, although other federal, state and tribal agencies as well as NGOs can act as partners, especially if they are contributing funds to support the program. Additionally, international entities are encouraged to act as partners.

### PROGRAM GOALS

The NMSP International Program was formally established in July 2005 at the Conservation Policy and Planning Branch's International Retreat in Silver Spring, Maryland. The NMSP International Program addresses Goals 2 and 6 of the NMSP Strategic Plan 2005-2015.

Goal 2: Build and strengthen the nation-wide system of marine sanctuaries, maintain and enhance the role of the NMSP's system in larger marine protected area networks, and help provide both national and international leadership for marine protected area management and marine resource stewardship.

Goal 6: Work with the international community to strengthen global protection of marine resources, investigate and employ appropriate new management approaches, and disseminate NMSP experience and techniques. This goal has 4 objectives:

### THRESHOLD CRITERIA

The following factors must be met for applications to be considered eligible for mini-grant funding:

1. Proposals must reflect well-developed ideas, be clearly articulated and ready to implement;
2. Project directly involves at least one national marine sanctuary or the NWHICRER and must include an international component;
3. Proposals must include evidence of commitment by international partners, including a credible budget and be technically sound;
4. Project has defined, achievable performance measures (i.e., outputs or outcomes);
5. End of project will result in final report and strategy for dissemination of results, as appropriate;
6. No salaries/wages for NMSP personnel can be included; and
7. While no cost limit is established for any given proposal, a recommended target would be \$\_\_\_\_\_ to \$\_\_\_\_\_

\_\_\_\_\_, to allow several proposals to be funded this fiscal year.

## RANKING CRITERIA

1. The proposed project will directly address one or more goals or objectives of the NMSP strategic plan to benefit the national marine sanctuaries as well as marine protected areas in other nations. (3 points)
2. The project addresses one or more of the program priorities identified for the fiscal year. (3 points)
3. Proposal explores a topic or geographic area that has not received much attention from the NMSP in the past (1 point).
4. Project outcomes can be evaluated and a report generated. (1 points)
5. Proposal reflects an innovative approach. (1 point)
6. Proposal provides convincing plan for obligating funds within the fiscal year the funds are made and for carrying the project to a successful conclusion. (1 point)

## PROPOSAL FORMAT

Each proposal shall include:

1. Cover sheet listing participating sanctuaries, domestic and international partners, and identifying project principal investigator.
2. Narrative description of project including how the project addresses the goals or objectives of the NMSP Strategic Plan, how the project will be implemented, the expected outcomes and performance measures, and a strategy for dissemination of results to other sanctuaries and marine protected areas in other countries;
3. Analysis of project describing how the proposal addresses the threshold criteria and ranking criteria.
4. Project timeline;
5. Project budget;
6. Project budget spreadsheet showing 4 columns (national funding, site funding, 3rd party funding, and total) and funding timeline; and
7. Support letters signed by sanctuary superintendents, regional superintendents and authorized representatives of participating partners.

Deadlines:

\_\_\_\_\_ International Mini-Grant Program Proposals Due

\_\_\_\_\_ Award Announcement made

\_\_\_\_\_ Dissemination of Funds

\_\_\_\_\_ Semi-annual progress report due

\_\_\_\_\_ Grantee Final Report Due

NOTE: Funds must be obligated by \_\_\_\_\_.

## APPLICATION AND REVIEW PROCEDURES

1. Electronic copies of proposals must be submitted by \_\_\_\_\_ to:

Elizabeth Moore

Chief, Conservation Policy and Planning Division

National Marine Sanctuary Program

Elizabeth.Moore@noaa.gov

2. Review panel may include, but is not limited to: Chief, Conservation Policy and Planning Branch, NMSP Director designee, and at least three members of the NMSP International Task Force.

3. Proposals are scored according to the numerical criteria provided above and ranked, and those that fall within the mini-grant allocation will be submitted for approval by the International Coordinator and the NMSP Director.

4. Funds will be released for projects upon their approval by the NMSP Director.

Questions about the NMSP International Program and the International Mini-Grants Program should be directed to Elizabeth Moore at Elizabeth.Moore@noaa.gov.